



GOVERNOR
STEVE BULLOCK

STATE OF MONTANA

SECTION R: REFERENCE

OBPP Staff Listing

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GOVERNOR'S OFFICE OF
BUDGET AND PROGRAM PLANNING

Office of Budget and Program Planning Staff Listing

As of November 15, 2016

Dan Villa, Budget Director

Amy Sassano, Deputy Budget Director
 Ryan Evans, Assistant Budget Director
 Gerry Murphy, Statewide Projects Analyst
 Evelyn Davis, Budget Compliance Specialist
 Jeanne Nevins, Executive Assistant

Revenue Analysts

Ralph Franklin	Chris Watson
Nancy Hall	Brian Hannan

<u>Code</u>	<u>Agency</u>	<u>Budget Analyst</u>
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Section A – General Government

11040.....	Legislative Branch	Sonia Powell
11120.....	Consumer Counsel.....	Sonia Powell
31010.....	Governor’s Office	Amy Sassano
32010.....	Secretary of State.....	Sonia Powell
32020.....	Commissioner of Political Practices	Errolyn Lantz
34010.....	State Auditor.....	Brian Hannan
58010.....	Dept. of Revenue	Errolyn Lantz
61010.....	Dept. of Administration	Sonia Powell
61030.....	State Fund.....	Sonia Powell
61040.....	PERS (non-budgeted)	Ryan Evans
61050.....	TRS (non-budgeted)	Ryan Evans
65010.....	Dept. of Commerce	Sonia Powell
66020.....	Dept. of Labor & Industry	Errolyn Lantz
67010.....	Dept. of Military Affairs	Errolyn Lantz

Section B – Public Health and Human Services

69010.....	Dept. of PHHS.....	Pat Sullivan and Brian Hannan
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Section C – Natural Resources and Transportation

52010.....	Dept. of Fish, Wildlife & Parks.....	Brent Doig
53010.....	Dept. of Environmental Quality	Gerry Murphy
54010.....	Dept. of Transportation	Brent Doig
56030.....	Dept. of Livestock.....	Gerry Murphy
57060.....	Dept. of Natural Resources and Cons.	Brent Doig
62010.....	Dept. of Agriculture	Brent Doig

Section D – Judicial Branch, Law Enforcement, & Justice

21100.....	Judicial Branch	Cynthia Hollimon
41070.....	Crime Control Division	Malissa Williams
41100.....	Dept. of Justice.....	Malissa Williams
42010.....	Public Service Regulation	Malissa Williams
61080.....	Office of Public Defender	Malissa Williams
64010.....	Dept. of Corrections	Malissa Williams

Office of Budget and Program Planning Staff Listing

Section E – Education

35010.....	Office of Public Instruction	Nancy Hall
.....	Colleges of Technology.....	Christine Hultin
51010.....	Board of Public Education.....	Nancy Hall
51020.....	Commissioner of Higher Education.....	Christine Hultin
.....	MUS Six Units	Christine Hultin
.....	Community Colleges and Research.....	Christine Hultin
51090.....	MAES	Christine Hultin
51100.....	MCES	Christine Hultin
51110.....	Forestry Experiment Station.....	Christine Hultin
51120.....	Bureau of Mines	Christine Hultin
51130.....	School for the Deaf & Blind	Nancy Hall
51140.....	Montana Arts Council	Nancy Hall
51150.....	State Library	Nancy Hall
51170.....	Montana Historical Society.....	Nancy Hall
51190.....	Fire Services Training School	Christine Hultin

Section F – Long Range Planning Christine Hultin

Budget Background Information

Details on How the 2019 Biennium Budget was Developed

Personal Services – The personal services portion of the executive budget is based upon a “snapshot” of actual salaries for authorized FTE, as they existed on the Statewide Accounting, Budgeting and Human Resources System (SABHRS) on June 30, 2016, which was the end of the fiscal year. OBPP prepared the FY 2018 and FY 2019 personal services budgets to reflect HB 2 as well as SB 418 passed by the 2013 Legislature, workers comp, unemployment insurance, FICA, retirement contribution rates, number of hours each fiscal year, longevity adjustments, and health insurance rates. These personal services schedules are included in the present law base for current level positions that are authorized for FY 2017 and thus authorized to continue into the 2019 biennium.

Inflation/Deflation - The adjusted base for FY 2018 and FY 2019 includes fully funded personal services costs in the 61000 expenditure accounts. It does not include overtime, shift differential pay, and holidays worked. In addition, the following accounts have been inflated/deflated from the FY 2017 budgeted amounts due to the new recommended amounts/rates:

<u>Account</u>	<u>Name</u>	<u>FY 2018</u>	<u>FY 2019</u>
62601	Electricity	1.15%	3.48%
62603	Natural Gas	(29.18%)	(29.18%)
62604	Laboratory Gas	(33.46%)	(33.46%)
62607	Propane	(33.46%)	(33.46%)
62216	Gasoline	(24.06%)	(18.08%)
62216A	Aviation Gasoline	(24.06%)	(18.08%)
62242	Diesel Fuel	(24.06%)	(18.08%)
62242A	Jet Fuel	(24.06%)	(18.08%)
*	Food	1.19%	4.16%
62304	Postage & Mailing	(4.08%)	(4.08%)
**	Motor Pool	6.51%	9.04%

* (62205, 62205A, 62251, 62252, 62253, 62254, 62264, 62275, 62278, 62279, 62288, 62289, 62291, 62292, 62298)

** (62404, 62414, 62434, 62445, 62510)

No other inflation or deflation is included in the adjusted base budgets for FY 2018 and FY 2019. Agency requests for other changes to the expenditure accounts were submitted in change packages (CPs), which will be listed individually in Sections A – E of the budget.

Fixed Costs - Although most agencies will be billed in the 2019 biennium consistent with the amounts budgeted for fixed costs, there may be a few exceptions including various information technology charges, which are based upon actual usage, warrant writing fees for warrants actually issued, and the portion of lease vehicles based on the number of miles driven. The total of fixed costs for the 2019 biennium is shown for each fiscal year. A brief summary of each fixed cost follows, and the manner in which each of these objects was adjusted in the budget is summarized.

Fixed Costs for the 2019 Biennium

<u>Fixed Cost Account</u>	<u>FY 2018 Amount</u>	<u>FY 2019 Amount</u>
Insurance (62104)	\$23,735,570	\$23,735,574
Warrant Writer (62113)	\$750,708	\$743,376
Payroll Service (62114)	\$3,554,443	\$3,568,980
Workers' Comp. Mgmt. (62114A)	\$342,999	\$345,000
Legislative Audit Fees (62122)	\$3,802,372	\$3,802,372
SABHRS (62148)	\$4,008,249	\$3,802,372
ITSD Fees (Various)	\$47,146,465	\$46,888,746
Messenger Services (62307)	\$360,175	\$360,175
Capitol Complex Rent (62527)	\$10,429,188	\$10,621,684
SWCAP (62888)	\$2,729,172	\$2,729,172

Budget Background Information

Details on How the 2019 Biennium Budget was Developed

Insurance - The state self-insures for property losses under \$250,000 and claims for general liability, errors and omissions, inland marine, auto liability, and foster care liability.

FY 2017 budget: \$18,792,640 FY 2018 Budgeted: \$23,735,570 FY 2019 Budgeted: \$23,735,574

Warrant Writer - Check writing and auto-deposit capabilities for two million annual transactions are provided to state agencies. Although projections are based on historical demand, the service is charged out on actual experience.

FY 2017 budget: \$760,149 FY 2018 Projected: \$750,708 FY 2019 Projected: \$743,376

Payroll Service - Payroll processing for more than 13,500 state employees has projected operating expenses of \$3,554,443 in FY 2018 and \$3,568,980 in FY 2019.

Workers Compensation Management – All state agencies utilize the services of the Workers' Compensation Management Bureau, which serves as the central resource to enhance existing safety, loss-prevention, and return to work activities. Fees are based on the estimated average payroll advice per pay period for the fiscal year. Budgeted costs are \$342,999 in FY 2018 and \$345,000 in FY 2019.

Audit - Total statewide financial compliance audit costs for the 2019 biennium are \$3,802,372. Biennium financial compliance audit costs for the 2017 biennium were \$3,579,176, which included the community colleges.

SABHRS - Costs to finance the Statewide Accounting, Budgeting, and Human Resources System (SABHRS) have been distributed to state agency budgets. The SABHRS operations bureau will maintain the uniform central management system with total budgeted operating expenses of \$7,827,156 in the 2019 biennium. State agencies will pay this in distributed fixed costs, allocated by FTE and transaction usage, using all funds proportionately.

Information Technology Services Division (ITSD) Fees - ITSD's rates are estimated using an activity-based budgeting model. Due to an increase of services, and agency predicted growth, ITSD's FY 2017 base fees of \$42,486,330 are projected to increase to \$47,146,465 in FY 2018 and \$46,888,746 in FY 2019.

Messenger Service - Mail sorting, volume of incoming and interagency mail, and number of mail deliveries per day to all state agencies within the Helena area is a budgeted cost, which is then distributed as a fixed cost to customer agencies. The distributed fixed costs are \$360,175 each year of the 2019 biennium.

Department of Administration Rent - Agencies within the Capitol Complex will pay \$10.351 per square foot in FY 2018, and \$10.543 per square foot in FY 2019 for office space. Non-office (formerly warehouse space) is budgeted at \$7.406 per square foot in FY 2018 and \$7.535 per square foot in FY 2019. These costs include rent, grounds maintenance, snow removal, and water charges for each year of the 2019 biennium.

SWCAP (Statewide Cost Allocation Plan) - The costs recovered under the Statewide Cost Allocation Plan are deposited into the general fund and are recovered from non-general fund programs. Services associated with the allowable general fund programs benefit all agencies, including the university system. The following general fund services are allowed to be included in the SWCAP: state accounting, state personnel, state procurement, budget office, and buildings shared by more than one agency. The total amount allocated to agencies is \$5,458,344 in the 2019 biennium.

Vacancy Savings – Vacancy savings of 4 percent was applied to all agencies, except those with fewer than 20.00 FTE, elected officials, university system faculty, the legislative branch, and the judicial branch. In addition, the Montana Highway Patrol, Game Wardens in the Department of Fish, Wildlife & Parks, and the Montana School for the Deaf and Blind were statutorily exempt from vacancy savings. The vacancy savings from the HB 2 base budgets of the affected agencies generated \$36.6 million in all funds each year of the 2019 biennium.

HB 13 pay plan bill also includes a very important biennial contingency account of \$1 million general fund and \$0.425 million other funds for agencies that are unable to achieve the 4 percent vacancy savings due to lack of staff turnover and agencies that are unable to absorb the full costs of retirement payouts. A number of agencies are projecting very significant, costly retirements in the 2019 biennium and the Executive recommends this contingency, rather than funding individual agencies for unknown projected costs.

Budget Background Information

Details on How the 2019 Biennium Budget was Developed

Agency Budgets – The detailed budget for each state agency is available on the Internet at http://budget.mt.gov/Portals/29/execbudgets/2019_Budget/SA.pdf and http://budget.mt.gov/Portals/29/execbudgets/2019_Budget/HB2.pdf.

Agency Mission, Goals and Objectives - The mission for each state agency is printed as part of the budget. Goals and objectives also are required in accordance with 17-7-111(3)(c), MCA, and are available on the Internet at http://budget.mt.gov/Budgets/2019_Budget/2019_Budget_GoalsAndObjectives.

Analysis of Receipts by Fund - The analysis of receipts by fund required by 17-7-124, MCA, is available on request from the OBPP, Room 277 State Capitol.

Proposed Five Percent Budget Reduction Plans – The budget requirements found in 17-7-111(3)(f), MCA, state that agencies with more than 20 FTE must submit a plan to reduce the proposed base budget for the agency from the general appropriations act and the state pay plan by five percent. The plans only apply to the general fund and those state special revenue funds that transfer their interest or fund balance to the general fund. Also exempted are legislative audit costs and administratively attached entities that hire their own staff. All state agencies with the exception of one have submitted their plans and they are available upon request from the OBPP, Room 277 State Capitol.

Budget Background Information

Details on How the 2019 Biennium Budget was Developed

Supplemental Appropriations (HB 3)

HB 3 will contain appropriations for FY 2017 for four agencies and allow the budget director to freeze appropriations.

1. The Office of Public Instruction has requested a \$16.5 million general fund appropriation for base aid as a result of a \$2.6 million shortfall in the state special revenue guarantee account in FY 2018 and an anticipated \$8 million shortfall in that account in FY 2017. In addition, increasing student counts, taxable value changes, and reductions in non levy revenue due to reduced oil and gas receipts caused increases to guaranteed tax base aid (GTB), direct state aid, and other school funding component payments.
2. HB 3 will contain a \$358,000 general fund appropriation for the Office of the Commissioner of Higher Education for STEM Scholarships.
3. The bill will include a \$3,148,125 general fund appropriation to the Department of Corrections for Secure Facilities, previously due to costs associated with county jail hold population.
4. The bill will also contain a \$1,945,617 request for authority for Coal Board Grants from state special revenue.

Pay Plan (HB 13)

The executive has allocated \$9.9 million general fund – \$18.7 million all funds for the biennium for a 1% increase effective on November 15, 2017, and November 15, 2018. The bill will also include \$1 million general fund and \$0.425 million other funds for the personal services contingency fund as well as \$75,000 general fund for the labor – management training initiative.

Budget Background Information

Details on How the 2019 Biennium Budget was Developed

Budget Bills

<u>Bill No</u>	<u>LC No</u>	<u>Bill Title</u>	<u>Executive Budget Reference</u>
HB 2	LC 263	General Appropriations Act	Volume 1 (Sect A – E)
HB 3	LC 264	Supplemental Appropriations Bill	Volume 1, R-6
HB 4	LC 265	Appropriations by Budget Amendment	N/A
HB 5	LC 266	Capital Projects	Volume 3
HB 6	LC 267	Renewable Resource Grant and Loan Program	
HB 7	LC 268	Reclamation and Development Grants Program	
HB 8	LC 269	Renewable Resource Bonds and Loans	
HB 9	LC 270	Cultural & Aesthetic Grants	Volume 1 (Sect F)
HB 11	LC 316	Treasure State Endowment Program	
HB 13	LC 317	State Employee Pay Plan	Volume 1, R-6
HB 14	LC 318	Bonding Program	

Other Budget Bills Description

Bill No/(LC No) "Bill Title"/Description

- HBx (LC) "Sage-grouse stewardship act revisions": The bill provides a statutory appropriation and \$2 million per year general fund transfer for five years, through June 30, 2021, to fund the sage grouse stewardship account. This funding was appropriated by the 2015 Legislature for the 2017 biennium. This legislation will allow the agency to meet its commitment under SB 261 while ensuring fiscal accountability.
- HBx (LC 340) "School funding bill": The bill provides inflationary increases of 1.37% in FY 2018 and 1.00% in FY 2019 in accordance with 20-9-326, MCA; eliminates the natural resource development K-12 funding payment; repeals the data-for-achievement payment and directs the OPI to remove and reduce reporting requirements on K-12 districts; revises unusual enrollment funding changes; revises the excess oil and natural gas laws; and redirects the timber for technology appropriation to federal E-Rate broadband infrastructure development for the biennium.
- HBx (LC) "Suicide Prevention bill": The bill provides for the transfer of \$1 million from the youth court intervention and prevention account to the general fund. The bill also provides a \$1 million appropriation for the biennium, from the general fund to the department of public health and human services for suicide prevention programs.
- HBx (LC) "HB 2 Companion bill": The bill authorizes transfers and other necessary measures to implement the general appropriations act for the 2019 biennium.
- HBx (LC) "Increase incentives for new or expanding businesses": This bill increases the tax incentives for new or expanding businesses from 50% to 75%.
- HBx (LC) "On the job training tax credit": This bill creates a \$1,000 per apprentice or \$2,000 per apprentice veteran tax credit for employers in order to meet the workforce needs of Montana companies and increase the skills of the Montana labor force.
- HBx (LC) "Add two district court judges": In order to help address workload issues in the Judiciary, the Executive is recommending adding an additional district court judge in both the 4th and 13th judicial districts in Missoula and Billings, respectively.
- HBx (LC) "Create a statutory appropriation for receipt of federal SNAP funds": This bill would eliminate the HB 2 appropriation for SNAP benefits in the Department of Health and Human Services and creates a statutory appropriation for distribution of the funds.
- HBx (LC) "Inflate entitlement share payments": The bill authorizes ties the inflation rate for the local government entitlement share to the inflation rate budgeted for local school districts for the 2019 biennium only.

Budget Background Information

Details on How the 2019 Biennium Budget was Developed

- HBx (LC) “Create Build Montana Trust Fund”: The bill creates a new sub-trust within the Coal Tax Trust account dedicated to construction of water and wastewater systems, bridges, and local infrastructure. It requires the corpus of the trust reach \$50 million before grants can be made.
- HBx (LC) “Paycheck fairness”: This bill ensures transparency to Montana workers to ensure Montanans make equal pay for equal work performed.
- HBx (LC) “Create optional pre-K education program”: This bill establishes a grant program, capped at \$6 million per year, for school districts to create high quality pre-kindergarten education opportunities for Montana’s children.
- HBx (LC) “Implement Closure of the Montana Developmental Center”: The bill directs the Department of Public Health and Human Services to create a secure transition facility to act as the State of Montana’s “provider of last resort”.
- HBx (LC) “Water’s Edge”: The bill eliminates the water’s-edge election for corporate income taxpayers.
- HBx (LC) “Market Sourcing”: The bill changes the numerator in the calculation of the sales factor in the apportionment of corporate income for in-state sales other than tangible personal property from “cost of performance” to “market base” sourcing. Sales would be considered in-state to the extent the property is delivered to a location in state.
- HBx (LC) “Wine Tax”: The bill increases the tax on wine from \$0.27 per liter (about \$0.20 per bottle) to \$0.54 per liter.
- HBx (LC) “Medical Marijuana Tax”: The bill imposes a 6% consumption tax on the sale of medical marijuana in Montana.
- HBx (LC) “New and Expanding Businesses”: The bill increases the tax abatement for new or expanding business to 75% for the first five years.
- HBx (LC) “Montana’s Energy Blueprint”: Bills to implement Montana’s energy blueprint include creating a grant program for energy efficiency funding by eliminating existing tax credits, revising the Montana Facility Siting Act to be more efficient, allowing for Property-Assessed Clean Energy (PACE) programs, and revising the state’s renewable energy portfolio to incentivize expansion of hydro electricity production. Governor Bullock also proposes an investment in the joint Montana-Wyoming Integrated Testing Center for carbon sequestration and incentivizing commercialization of technologies to use coal in less carbon-intensive matters.
- HBx (LC) “State Earned Income Tax Credit”: The bill creates a state earned income tax credit that is equal to three percent (3%) of the federal earned income tax credit. The tax credit would apply to tax year 2018 earned income, be subject to the federal citizenship and income thresholds. The tax credit would reduce Montana income tax collections by \$4.7 million in FY 2019 and the credits would decline over time.
- HBx (LC) “New top income tax rate”: This bill would establish a new income tax bracket starting at \$500,000 of taxable income with a rate of 7.9% starting in TY 2017.
- HBx (LC) “Limit Capital Gains Credit to incomes under \$1 million “: This bill will limit the capital gains credit to taxpayers with adjusted gross income under \$1 million starting in TY 2017. It would also limit the amount of capital gains income used as basis for the credit to the taxpayer’s taxable income.
- HBx (LC) “Establish parity in the deductibility of federal taxes for Individuals, and Estates and Trusts”: Beginning in tax year 2017, this bill would make estates and trust subject to the same limit on the deduction of federal taxes as individuals.

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